

Self-Test: What skills would you use?

Scenario A:

You are at work in an office building and all of a sudden the printer stops working and you have 100 flyers to print out. What do you do?

Your Answer:

Scenario B:

You are currently working in the research and development industry. The company that you work for has just been contracted out to test a new material and process for building roads. Part of the process is to identify sections of existing roads that need to be repaved or repaired based on usage, environmental factors, resources, and budget. What would be your next steps?

Your Answer:



Answers:

Scenario A

You will first want to identify the problem. Look at the screen to see if it gives any hints as to why it's not working. The next thing you want to do is make a plan to solve the problem: check the paper level, check the ink, check for paper jams, etc. You will then execute your plan by checking all of those potential problems and correcting one if necessary. This means you might have to add more paper, change the ink cartridge, or fix any paper jam. Last, you will want to evaluate your results; did any of those solutions work? Document your results and then find your boss to alert him of the situation.

Scenario B:

There are many skills that you will need.

1) Understand the problem and analyze all of the components such as researching traffic flow, environmental factors (temperature, moisture, and terrain), estimated time and cost.

2) Construct a plan of action.

3) Present the plan.

4) Be prepared to execute the plan and evaluate the results. Here are some skills that you will use in this scenario:

- *Critical thinking*
- *Reviewing/Analyzing*
- *Synthesizing*
- *Comparing*
- *Interpreting*
- *Seeing the big picture*
- *Scheduling*



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